Department of Microbiology, Immunology and Pathology  
Advisory Committee Minutes  
Wednesday, March 20, 2013  
Pathology 103

Attendees: Gregg Dean, Susan Deines, Edward Hoover, Mary Jackson, Sandra Quackenbush, Becky Trentlage

Meeting began 11:30 am

I. The minutes from the January meeting were approved.

II. Discussion of new faculty positions

a. On March 1 the CVMBS Executive Council had a retreat. The major objective was to decide how to spend the next influx of money that will be distributed to the CVMBS as part of Dr. Stetter’s startup package.
   i. Each attendee presented two proposals for use of the money and they all voted to determine the top three best uses of the funds for the college.
   ii. The three proposals with the most votes are:
      1. Medical veterinary entomologist
      2. Computational biologist position- an important need within the college as well as the university
      3. Fill a position in the Neurology residency that had been lost due to budget constraints in the past few years
   iii. Process: Dr. Stetter will speak with the Provost regarding the proposals for his startup distribution in FY14. It is likely that the provost will approve the requests for these positions in CVMBS.
   iv. The DMIP needs to determine the process for filling these positions (i.e. conversion of special faculty to tenure track, internal or external search).
   v. Action: Dr. Dean will contact the faculty or faculty group who initially submitted the proposals for the Medical Entomologist and Computational Biologist and ask them to determine the best way to fill the position. The Advisory Committee will then discuss the proposal and Dr. Dean will present it at a faculty meeting.

b. A position will become available in the DMIP due to Don Klein’s transitional retirement beginning August 15.
   i. The committee felt that there are needs in the undergraduate program for good teachers and that the position should be re-invested in the undergraduate program.
ii. The committee discussed the best way to fill this position. Options that were discussed include: conversion of special faculty to tenure track position, internal search, or external search.

iii. The committee stated that it is important to maintain good professors in order to ensure stability and prevent any interruption in the Microbiology undergraduate program. It was suggested that this position be filled by conversion of a current special faculty appointment to tenure track.

iv. Dr. Dean agreed that conversion of special faculty to tenure track for this position is the best option given the qualifications of the proposed faculty member.

III. Bridge/Seed grant application process

a. The committee reviewed the application documents and process for bridge and seed grants to determine if any changes were needed.
   i. There was a suggestion to add a statement indicating that if other funds were received for the project (i.e. CRC grants) the proposal would not be funded with DMIP bridge/seed funds.

IV. Space Requests

a. Dr. Karen Dobos for Nicole Kruh-Garcia, Micro B207
   i. Microbiology B207 is unavailable.
   ii. Based on the recommendation from the Facilities Coordinator the committee recommended approval of this space request for Microbiology B222A.

b. Dr. Candace Mathiason for Kristen Davenport, Pathology 210E
   i. The committee recommended approval of this request.

c. Dr. Diane Ordway for Dr. Brian Kalet, Micro B316
   i. There are currently no desks available in Microbiology B316, so the committee recommended approval of this request for a desk in Microbiology B411.

d. Dr. Glenn Telling
   i. Vanessa Selwyn and Toru Ishii, Pathology 308
      or
   ii. Hua Zhao and Danielle Adney, Pathology 328
   iii. Committee recommended approval of this request for Pathology 328.
e. Dr. Anne Avery for two DVM/PhD students, Elliott Chiu and Chloe Stenkamp-Strahm, any available space in Pathology
   i. Based on the Facilities Coordinator recommendation the committee recommended approval for two desks in Pathology 308, graduate student office.

f. Follow-up- The committee had previously approved B331 for Dr. Mercedes Gonzalez-Juarrero pending removal of items stored in that room while B305 was being cleaned. Dr. Mercedes Gonzalez-Juarrero would like to revise her request for B332 instead of B331 since B332 will be vacated when Dr. MaryAnn DeGroote moves to the foothills campus and it is an optimal space for expansion of her lab. The committee recommended approval of the revised request.

V. Travel Grants
a. Jeff Christiansen, Dr. Glenn Telling’s lab
   i. The committee recommended that Dr. Telling contribute half of the funds for the trip and the DMIP will pay the remainder. Committee precedence indicates that faculty should contribute funds for at least half of the travel expenses for international trips.

b. Jifeng Bian, Dr. Glenn Telling’s lab
   i. The committee recommended that Dr. Telling contribute half of the funds for the trip and the DMIP will pay the remainder. Committee precedence indicates that faculty should contribute funds for at least half of the travel expenses for international trips.

c. Dr. Torsten Eckstein for five students to attend the ASM meeting (Alison Genis, Darcy Fletcher, Madie Hayes, Megan Vogt, Stephen Meyer)
   i. The committee recommended that Dr. Eckstein submit a revised budget for these applications based on the following suggestions:
      1. Students share rooms to defray hotel costs and/or provide justification to the committee for single rooms.
      2. Students carpool or take a shuttle to avoid the daily parking fees and mileage for five separate vehicles.
3. Consider the necessity of per diem costs (will the conference provide any food?)

d. Paula Schaffer, Dr. Colleen Duncan-mentor
   i. Paula’s travel grant application is for travel related to the residency program. Paula has used funds allotted from the residency program for her travel and would like to attend this course to supplement the DMIP residency courses.
   ii. The committee recommended approval of this travel grant as this is a good educational opportunity for Paula.

e. Claire Birkenheuer, Dr. Joel Rovnak
   i. This travel grant will be resubmitted for discussion at the next Advisory Committee meeting.

Meeting ended 1:37 pm